

LYNDON CITY COUNCIL
REGULAR MEETING MINUTES OF
December 18, 2017

The Lyndon City Council met in regular session on Monday, December 18, 2017, 7:00 p.m., at City Hall.

1. CALL TO ORDER: Mayor Morrison called the meeting to order.

- a) ROLL CALL: City Clerk called roll of the City Council. Mayor Morrison and members Bill Patterson, Katie Shepard (7:10), Darrel Finch and Darin Schmitt present

City Staff present: Pat Walsh, City Attorney; Julie Stutzman, City Clerk; David Wilson, Public Works; and Darrel Manning, Chief of Police.

Others Present: Tammy Schlingmann, Herald Chronicle; and Kyle Recob.

2. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

- a) Schmitt made the motion to approve the regular meeting minutes of December 4, 2017 as amended. Finch seconded, motion carried.

3. CONSENT AGENDA:

- a) Approval of Bills: Schmitt made the motion to approve the bills as set forth. Patterson seconded, motion carried.

4. PUBLIC COMMENTS: None.

5. CORRESPONDENCE TO COUNCIL:

- Pledge of Securities from Lyndon State Bank as of December 8, 2017.

6. UNFINISHED BUSINESS:

- a) EASEMENT EXHIBIT: The City Attorney stated he received the exhibit packets on Friday and has reviewed them. He stated the documents states when the City was incorporated, platted, and also includes information on city-owned property and the proposed easements for the project. Patterson made the motion to authorize the Mayor and City Attorney to sign on behalf of the City. Finch seconded, motion carried. One original copy will stay at the City and the other two originals will be sent back to BG Consultants for submission.

The City Clerk stated she received an email update from Brian Foster which stated that KDHE approved the project design, waiting for USDA to provide their concurrence and approval to bid, Mr. Foster is going to attend the January 2 meeting to discuss and set the bid date. Advertisement to bid for the project will be January 10, opening of sealed bids will be February 13, 14 or 15, and at the February 19, 2018 meeting the Council will review and award the bids for the project.

- b) LETTER OF INTEREST FOR COUNCIL SEAT: The City Clerk provided Council with a letter of interest for the vacant council seat from Kyle Recob. Mr. Recob briefly introduced himself to the Council and spoke of his interest in serving. The City Attorney pointed out that according to charter ordinance the elected members would be sworn in at the second meeting in January and if the Mayor chose he could proceed with appointing Mr. Recob making his appointment effective at that meeting and he could also be sworn in. Mayor Morrison proceeded and asked for Council approval of his appointment of Mr. Recob to the open seat for the term that will begin on January 16, 2018. Finch motion to approve the Mayor's appointment. Patterson seconded, motion carried.
- c) PLANNING AND ZONING FEE SCHEDULE: The City Clerk provided Council a copy of the proposed rate schedule for Planning and Zoning after discussions with the commission, Mayor and City Attorney for approval. Shepard made the motion to approve the Planning and Zoning Fee Schedule effective January 1, 2018. Schmitt seconded, motion carried.
- d) STREET LIGHT REQUEST: The council again reviewed the request by Holly Jones in regards to her previous request for a street light to be installed between Ash and Cedar on 4th Street. After a lengthy discussion and consensus that the lighting is comparable to other streets in town, Patterson made the motion to deny the request. Schmitt seconded, motion carried. A letter from the Mayor will be written to Mrs. Jones explaining the reason the request was denied.

7. NEW BUSINESS:

- a) FINANCIAL UPDATES: The City Clerk reviewed financial updates with the council ending November 30, 2017. The Council received the trial balance showing fund balances and the spreadsheet showing percentages of revenues received and expenses paid out for discussion.
- b) APPROVAL OF YEAR-END TRANSFERS: The City Clerk provided Council with a list of year-end transfers for approval. After a brief discussion, Finch made a motion to approve the year-end transfers as set forth. Shepard seconded, motion carried.

8. STAFF REPORTS:

- a) POLICE: Council received a copy of the Officer Activity report and discussed with the Chief of Police.

The Mayor stated there are no distinct city limit lines on East and West 6th Street. It was consensus of the Council after discussion to have the Maintenance Supervisor look into the cost of city limit signs and work with the Police Chief in terms of placement.

- b) PLANNING AND ZONING: Council received a copy of the notes from the Planning and Zoning meeting held on December 6. The City Clerk stated this are noted as minutes, however, an official meeting was not held due to lack of quorum. She stated that Randy Kirkpatrick and Gary DeForeest were in attendance to discuss

the property development on 245th Street and the commission discussed with them the options and process for developing a subdivision.

The commission will also be working on the zoning map due to rezoning of property and new structures.

- c) PUBLIC WORKS: The Maintenance Supervisor provided Council with a copy of the Maintenance Activity report.

The Mayor inquired about the two telephone poles at the north end of City Park and 75 Hwy. He asked if those belonged to the City, County or KCP and if they need to be removed. The Maintenance Supervisor stated they belong to the City and have never been removed as well as numerous others in town and has kept a list of those. It was consensus that it is not a priority at this time.

It was noted that the hot spots at City Park and Jones Park are now up and running. The City Clerk stated the internet and phone system still needs to be installed at the pool.

- d) CITY CLERK: The Council received a copy of the Clerk's report.

The City Clerk stated she would like to attend the KRWA conference in March as it has been awhile since she has had training.

The City Clerk stated the meeting for the Jones Park Use Agreement was canceled due to representatives not being able to attend from all three entities. She stated she has sent out another for January 15th or 16th. It was noted that the Lyon County League basketball tournament is that week, so the City Clerk stated she will send out another email with different dates.

The paperwork for the property tax exemptions on the sewer project properties is in progress. The City Clerk stated she has been working on getting the properties addressed and stated the Chief of Police helped her address the pump station, however, waiting on the Sheriff's office to address the lagoon site. She stated she will need these to complete the paperwork and will also need to talk to Brian Foster about the new construction completion date.

The City Attorney stated the City has the option to spot annex the lagoon property, however, the disadvantage of annexing the property would include taking on road maintenance. It was consensus of the Council not to annex at this time.

9. COUNCIL/MAYOR COMMENTS AND REPORTS:

Patterson asked if there is an alley behind the Sheriff's office. The City Attorney stated it is not an alley and behind the office to the west has no alley or road. It looks like there is a roadway, however, there is not. The Maintenance Supervisor stated there is a 20-foot easement to the west for the 12-inch water main that was put in.

Patterson stated that even though our Christmas lights look good they are becoming old and dated and stated it was something the city wanted to research in the near future. He stated the last time the city purchased was from someone in Olpe several years ago.

Mayor Morrison wished all Happy Holidays!

10. EXECUTIVE SESSION: None.

11. ADJOURNMENT: Schmitt made the motion to adjourn to Tuesday, January 2, 2018, at 7:00 p.m. for regular meeting. Patterson seconded, motion carried.

A handwritten signature in cursive script, reading "Julie Stutzman".

City Clerk